

MINUTES OF VILLAGE BOARD MEETING

November 7, 2016

The meeting of the Village Board of the Village of Slinger was called to order by President Brandt at the Slinger Municipal Building located at 300 Slinger Road, Slinger, WI, at 6:00 p.m. on Monday, November 7, 2016, in accordance with the Notice of Meeting delivered to the members on Friday, November 4, 2016.

1. Roll Call & Notice of Meeting:	<u>Present</u>	<u>Absent</u>
Russell Brandt, President	x	
Jeff Behrend	x	
Lee Fredericks	x	
Rick Gundrum	x	
Rick Kohl	x	
Dean Otte	x	
Marlyss Thiel	x	
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Also Present: Jessi Balcom, Village Administrator
Margaret Wilber, Village Treasurer
Jim Haggerty, Village Engineer
Greg Moser, DPW Superintendent
Dean Schmidt, Police Chief
Tammy Tennes, Clerk
Josh Trame, Parks Supervisor

President Brandt informed the members present that the open meeting law had been complied with in connection with the meeting. Notice of the meeting was sent to all who requested same and posted in three public locations.

2. Consent Agenda

A. Approval of Minutes from 10-17-2016 & 10-24-2016

B. Vouchers

C. Committee Reports: Park Board 10-24-2016, Planning 10-12-2016, Steering Committee Update

Trustee Otte inquired about TD Ameritrade's fees and commented that other institutions could provide the same services to the Village employees without any fees. Treasurer Wilber asked that Trustee Otte provide information on local institutions and she would look into the matter.

Administrator Balcom provided a Steering Committee update stating that information is being gathered and staff will get back to the Board with a December meeting date.

Motion Kohl/Thiel to approve the Village Board minutes of 10-17-16 & 10-24-16, transmittal checks #46765 – 46767 in the amount of \$1,785.40; pre-authorized checks #46768-46809 in the amount of \$181,454.88; On-line payments #161026001-161026072 in the amount of \$670,726.95 and payroll checks #161021001-161021043 in the amount of \$47,761.96 presented. Motion passed.

3. Appearances & Possible Action Thereon:

A. Clerk Tammy Tennes – WCMC Certification

President Brandt acknowledged that Clerk Tennes had completed the requirements to become a Wisconsin Certified Municipal Clerk and congratulated her on this accomplishment.

B. Washington County Visitors & Convention Bureau – Elaine Motl (membership contribution)

Ms. Elaine Motl, representing the Washington County Visitors & Convention Bureau, appeared before the Board to discuss the Village's contribution to the Bureau and what the Village can expect from the contribution. She provided a packet of literature with different brochures, magazines and pamphlets that contained information about the Village of Slinger and some of the recreational activities and places to go in Slinger for those visiting Washington County. Ms. Motl discussed the social media outlets the Bureau is using to promote Washington County and stated that she hopes the Village will continue to contribute to the Bureau.

C. Open for Public Comments –

Mr. Michael Frank, 3450 Bonnie Lane, Slinger WI, appeared before the Board with a proposal for a quiet zone for the rail road tracks on Slinger Road in the Town of Polk. Mr. Frank stated that he had spoken with Canadian National Railroad, the Town of Polk, personnel at the State level, but not Wisconsin Southern Railroad, concerning the process of constructing a quiet zone in the area along Slinger Rd. Mr. Frank provided the Board with a proposed cost estimate of the project if the Village employees preformed the work versus outside contractors.

Staff informed Mr. Frank that the whole train is in the road right-of-way in the Town of Polk.

Staff recommended Mr. Frank gather more information from the Town of Polk, Wisconsin Southern Railroad and possibly personnel at the state and come back to the Board in the future.

4. Unfinished Business & Action Thereon: None

5. New Business & Action Thereon:

A. Resolutions: None

B. Licenses & Permits:

1. Bartender License for: Amy Zaydel, Manuel Correa-Coria, Elizabeth Obst, Renee Malson, Dina Pappalardo and Amande Williams.

Chief Schmidt informed the Board that no problems were discovered during the background checks for these licenses.

Motion Otte/Thiel to approve bartender licenses for Amy Zaydel, Manuel Correa-Coria, Elizabeth Obst, Renee Malson, Dina Pappalardo and Amande Williams, subject to all necessary fees being paid. Motion passed.

C. Review & Action:

1. Acceptance of improvements for Hickory Heights Phase 4

Engineer Haggerty stated that he had reviewed the improvements for Hickory Heights north addition Phase 4 which include the sanitary sewers, water mains, stormwater management system, public streets (curb and gutter, asphalt pavement, sidewalks and gravel base) and grading. He stated that he is recommending acceptance of these improvements and if the Board approves, they have a one-year warranty period covering the work, which would expire 11-7-17.

Discussion was held about street trees, a bike trail and completion of the road leading up to Lover's Lane.

Mr. John Bohn, developer for Hickory Heights, was present for the meeting. He stated that he is unsure of the future of the road. He stated that he would like to have a proposal from the Village concerning a bike path.

Motion Otte/Behrend to approve acceptance of improvements for Hickory Heights Phase 4 as presented. Motion passed.

2. Central Equipment Budget Fund 75

Superintendent Moser reviewed the outside repairs, parts/supplies/small tools and oil and grease expenditures and stated that this is the first year the department has reflected true costs of these categories in the budget. He noted that the DPW staff is doing alot more repairs and maintenance in house, so that is reflected in the outside repairs decrease expense and the increase cost in parts/supplies/small tools needed to complete the work inhouse.

Trustee Otte inquired in the changes in the benefit line items.

Treasurer Wilber stated that staff did an overall review of all benefits to allocate it more representatively and adjustments were made throughout all departments.

Discussion was held on the purchase of a staff car.

3. Central Service Budget Fund 76

Treasurer Wilber stated that there was an increase in all departments with the contribution to this fund, a little less than 7% for most departments, because increases to contributions had been very minimal in the past. She mentioned that this is a very tentative budget because it is unknown what will result from the facilities needs study. Treasurer Wilber stated that the budget for Fund 76 will likely be amended as the year goes on.

Discussion was held on the boardroom sound system.

4. Debt Services Budget Fund 40

Treasurer Wilber stated that the Village has no outstanding general obligation debt that is being repaid through the levy or other general funds at this time. She stated that the only general obligation debt currently held by the Village is the 2011 general obligation refunding bonds used to continue funding of the sewer utility's plant upgrade project and these bonds are paid with utility revenues. Treasurer Wilber noted that the small amount of funds still held in debt service will remain there while the Village determines whether new debt financing will be needed in the near future.

5. General Government Budget Fund 10 (Administrator, Clerk, Treasurer)

Treasurer Wilber noted that slight corrections were needed to update the bottom number in the % change budget column because when the budget worksheets were exported from the software program, a previous change rate was archived and did not update when the budget numbers changed.

Administrator Balcom noted a change in the 2017 Clerk's budget. She stated that staff is proposing the Clerk position change to full-time and salary instead of part-time and hourly.

6. Budget Discussion

Discussion was held on debt service, if money was borrowed for capital improvements.

Discussion was held on bike trails or walking paths extending American Eagle Dr. to Lover's Lane and STH175/STH60.

Treasurer Wilber noted that the notice for the public hearing on November 21, 2016 has been published in the West Bend News.

7. Furlough Day Policy

Administrator Balcom stated that this policy has potential for cost savings, but wanted to make sure the Board is aware that staff really does need employees for all of the hours they have been hired for. She stated that two employees used this benefit in 2016 for a total of 56 hours.

Trustee Fredericks stated that the policy is a great benefit when the conditions allow it and since it is at the discretion of the department head or supervisor to allow this time off without pay, he is in favor of continuing the policy.

Motion Otte/Fredericks to approve the furlough day policy as presented. Motion passed.

6. Ordinances:

A. First Reading & Possible Action Thereon:

1. Ordinance #11-01-2016 – An Ordinance to add Section 13.01 (B) 3., to Section 13.01 entitled “Regulation of Dogs and Cats” to allow the release of feral cats that have been treated through the Trap, Neuter and Return program by the Washington Co. Humane Society.

Trustee Otte introduced Ordinance #11-01-2016

B. Second Reading & Possible Action Thereon: None

C. Third Reading & Possible Action Thereon: None

7. Communications & Possible Action Thereon: None

8. Staff Reports:

A. Engineer’s Report – Power outage update (Fri. 10-28-2016), Cedar Bluffs Way final lift of asphalt pavement

Engineer Haggerty stated that the final lift of asphalt was placed along Cedar Bluffs Way earlier in the week.

Engineer Haggerty stated that the power outage that occurred on Friday, October 28th was the result of a contractor excavating the foundation of a new house at Backwoods Circle in the Pleasant Farm Estates Subdivision. He stated that the contractor had called Digger’s Hotline to locate the work area but all of the underground utilities were not located correctly and the contractor unintentionally dug into and cut two of the three phases of the electric power lines. Engineer Haggerty stated that the outage caused problems for all of our customers to the east of I -41 for a period of several hours.

9. Closed Session –

Go Into Closed Session Pursuant to Authorization Conferred by WI Statute 19.85 1(e) – Deliberating or Negotiating the Purchasing of Public Properties, the Investing of Public Funds, or Conducting Other Specified Public Business, Whenever Competitive or Bargaining Reasons Require a Closed Session (Water Utility Land Acquisition).

Motion Behrend/Gundrum to go into closed session at 7:14 p.m. to include Administrator Balcom, Engineer Haggerty, Treasurer Wilber and Clerk Tennes. A roll call vote was taken on this motion with the following results: Yea’s: Behrend, Brandt, Otte, Kohl, Gundrum, Thiel, Fredericks; Nay’s: None. The motion passed unanimously.

10. Return into open session & if needed take action on closed session item(s)

Motion Kohl/Gundrum to return into open session at 7:29 p.m. A roll call vote was taken on this motion with the following results: Yea’s: Brandt, Behrend, Thiel, Kohl, Gundrum, Otte, Fredericks; Nay’s: None. The motion passed unanimously.

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11. Adjourn Meeting

Motion Gundrum/Otte to adjourn at 7:30p.m. Motion passed.

Approved By: _____
Russell Brandt, President

Drafted By: Tammy Tennes, Clerk